

PART-TIME STUDENT VACANCY OFFICE OF U.S. ATTORNEY LEXINGTON

The United States Attorney's Office for the Eastern District of Kentucky will be accepting resumes for a part-time student clerical position in its Lexington office. This position is part of the federal government's Student Temporary Employment Program which allows for flexible, temporary employment to enable students to earn a salary while continuing their studies. Following is a general outline of this program and the requirements for employment with the U.S. Attorney's Office:

- A student is an individual enrolled, or accepted for enrollment, as a degree-seeking student in an accredited high school, technical or vocational school, 2-year or 4-year college or university, graduate or professional school. **If selected, written proof of enrollment on school letterhead is required.**
- The student must be taking at least a half-time academic/vocational/or technical course load. The definition of half-time is the definition provided by the school of enrollment.
- Students are encouraged to work at least 15 hours per week but not more than 20 hours per week while school is in session and during holidays/spring break. Days and hours of work are flexible to accommodate class and study schedules.
- Starting salary varies but the current minimum rate is \$10.09 per hour. Students are eligible to earn annual (vacation) and sick leave. After completion of one year of continuous employment under this program, students are eligible for health benefits coverage (however, the government does not contribute to the premium payment).
- Students are appointed to positions not to exceed 1 year. Appointments may be extended in one-year increments as long as the individual continues to meet the requirements of the program.

In addition to the above, student must be a U.S. citizen, and employment is contingent upon the satisfactory completion of a background investigation adjudicated by the Department of Justice. The background investigation includes checks with present and former employers, credit bureaus, drug testing, and fingerprinting. Qualified applicants will receive consideration without regard to race, color, national origin, religion, sex, age, marital status, disability, sexual orientation, or any other non-merit factor.

TO APPLY, PLEASE FAX YOUR RESUME TO 859-233-2498 OR E-MAIL YOUR RESUME TO LOUANNE.DAVIS@USDOJ.GOV BY WEDNESDAY, JULY 18, 2007.

No telephone calls please. Please visit the Eastern District of Kentucky website at <http://www.usdoj.gov/usao/kye/> for information on when a selection has been made.